

CEA Review Committee

Mon, Mar 20, 2023, 3:30PM • 18:54

Alderson Denise Fenton (District 6) 01:26

Okay. Good afternoon. I'd like to call to order this meeting of the CEA review committee for Monday, March 20, 2023. Roll Call of membership. All members are present except Alder Doran. Katie...

Deputy Director Katie Demeny (Finance) 01:48

Demeny

Alderson Denise Fenton (District 6) 01:48

Demeny is subbing for Director Ohman, and I am acting as chair in place of Alder Doran. Director Block is present as well.

Alderson Denise Fenton (District 6) 01:58

Our first action item, number 23-0272, is the approval from the minutes of minutes from the previous meeting. The minutes from July 11, 2022. Can I get a motion?

Director Danielle Block (Department Of Public Works) 02:10

So moved.

Deputy Director Katie Demeny (Finance) 02:11

Second.

Alderson Denise Fenton (District 6) 02:13

Okay, so we have a motion and a second for the approval of the minutes. Any corrections or discussion? Hearing none, we'll go ahead and take a vote. All those in favor of approving the minutes, please signify by saying aye. Okay, Chair votes, aye. That passes three zero.

Alderson Denise Fenton (District 6) 02:31

We have no public hearings or appearances. So, we will move directly to our action items. The first is number 23-0264 request to upgrade facilities truck number 503 to a crew cab pickup truck with four-wheel drive when it is replaced in 2024. Who is going to speak to this?

Deputy Director of Operations Nathan Loper (Public Works) 02:58

I can start tonight. I see some facilities folks here too if you have follow up questions. So

Alderson Denise Fenton (District 6) 03:03

Thank you.

Deputy Director of Operations Nathan Loper (Public Works) 03:04

Pretty—this is a pretty standard request. CEA met with the department, the customer in this case, parks and facilities. And they decided that this—their needs would be better served by upgrading this pickup truck. And that's what you see in front of you. So, like, typically, we do in this case, the amount for the standard replacement would be covered by CEA but the amount for that's over and above that, like kind replacement (in this case about \$5,000) would be covered by the Facilities and Parks 2024 budget.

Alderson Denise Fenton (District 6) 03:42

Thank you anything to add facilities or?

Deputy Director of Operations Nathan Loper (Public Works) 03:45

No. For the additional expenses that the facilities management budget would absorb that additional expense.

Alderson Denise Fenton (District 6) 03:52

Okay. Thank you. Thank you so much. Any questions, comments? Hearing none, we'll go ahead and vote. All those in favor.

Deputy Director of Operations Nathan Loper (Public Works) 04:01

Need a motion? And a...

Alderson Denise Fenton (District 6) 04:02

I'm sorry, do we not have a motion?

Director Danielle Block (Department Of Public Works) 04:04

I will so move.

Deputy Director Katie Demeny (Finance) 04:06

Second.

Alderson Denise Fenton (District 6) 04:06

Okay. Apologies. We have a motion and a second. All those in favor, please signify by saying aye. Aye. Chair votes aye. That passes three zero.

Alderson Denise Fenton (District 6) 04:18

Moving to the next action item number 23-0265 request to keep Dodge Durango number 803 until the replacement for van number 807 arrives in 2024. Do we have Fire?

Deputy Fire Chief Ryan Weyers 04:35

Yup. that's for Fire.

Alderson Denise Fenton (District 6) 04:36

Can you please identify yourself for the for the minutes?

Deputy Fire Chief Ryan Weyers 04:39

Sure. Deputy Chief Ryan Weyers.

Alderson Denise Fenton (District 6) 04:41

Thank you.

Deputy Fire Chief Ryan Weyers 04:43

Yeah, basically we can't get the minivans that we once used for our fleet. So, we're just holding on to that Durango until the end of this year and we can get which now looks like we'll be a Ford Explorer in, and then the chief is going to end up driving that Ford Explorer So we're just kind of holding on to that vehicle versus trading it in right now until we can get something to replace it.

Alderson Denise Fenton (District 6) 05:06

Okay, thank you. Anybody have any questions or anything to add?

Deputy Director of Operations Nathan Loper (Public Works) 05:11

I'll just add. It's been more and more common over the last couple of years where the auto manufacturers are scaling back what models they're going to produce. And we find out, like we did here, that what we'd like to order is not an option anymore. So, then we work on what's the closest fit to that. And that's what we came up with here in this case. And CEA is also supportive of keeping the additional unit until the time comes where they have their new vehicles.

Alderson Denise Fenton (District 6) 05:41

Thank you. Can I get a motion?

Director Danielle Block (Department Of Public Works) 05:44

So moved.

Deputy Director Katie Demeny (Finance) 05:44

Second.

Alderson Denise Fenton (District 6) 05:45

All right. We have a motion and a second. So, we'll go ahead and vote if there's no further discussion. All those in favor, please signify by saying aye. Aye. That passes three zero.

Alderson Denise Fenton (District 6) 05:58

Moving on. 23-0266 request to add Salsco HP roller to Reid golf course's CEA equipment fleet in 2024. Can we go ahead and get a motion to get that on the floor?

Director Danielle Block (Department Of Public Works) 06:16

So moved.

Deputy Director Katie Demeny (Finance) 06:16

Second.

Alderson Denise Fenton (District 6) 06:17

Thank you. Who's going to talk to us about that?

Grounds Manager Greg Hoekstra 06:21

I guess I can. Jeff's not here today.

Alderson Denise Fenton (District 6) 06:23

All right. Thank you.

Grounds Manager Greg Hoekstra 06:24

The unit is. Oh, I'm sorry. The unit is—I'm Greg Hoekstra and the grounds manager for the city. The unit has already been purchased. They're waiting for it to be delivered. And then the question would be that they want to put it into the CEA—golf wants to put it into the CEA fleet.

Alderson Denise Fenton (District 6) 06:38

Okay, any other questions, comments?

Deputy Director of Operations Nathan Loper (Public Works) 06:41

Nope, other than CEA is supportive of this as well. It's over the threshold, and it'll help golf down the road to have the funds available to replace it in like kind when that time comes.

Alderson Denise Fenton (District 6) 06:52

Okay. We have a motion and a second. Hearing no comments or questions, we'll go ahead and vote on that. All those in favor, please signify by saying aye. Aye. That passes three zero.

Alderson Denise Fenton (District 6) 07:05

Moving on to number 23-0267 request to add this—a second used sedan to the health department fleet in 2023. Can we go ahead and get a motion to get that on the floor?

Director Danielle Block (Department Of Public Works) 07:18

I'll so move.

Deputy Director Katie Demeny (Finance) 07:19

Second.

Alderson Denise Fenton (District 6) 07:19

Thank you. So...

Health Officer Charles Sepers 07:27

Yep.

Alderson Denise Fenton (District 6) 07:27

Director Sepers would you like to speak to us on that?

Health Officer Charles Sepers 07:31

Yeah, I can speak—I can speak to that item. So basically, we are asking to add a second used vehicle to nursing. Currently we had a \$3,000 line item for staff mileage reimbursement, and with a recent policy change, moving to a stipend model rather than covering actual costs. It actually prevents us from, one, actually expending that line item and then also, two, covering the staff's costs for mileage needs.

Health Officer Charles Sepers 08:10

So, moving to a staff vehicle would both reduce that item. That line-item cost ends up being about 15—about \$2,500 versus the \$3000 that's budgeted for mileage. And then would also fully cover the expenses then for the staff time as well.

Alderson Denise Fenton (District 6) 08:32

Any question?

Director Danielle Block (Department Of Public Works) 08:33

I do not have any questions.

Alderson Denise Fenton (District 6) 08:35

I have. I have one question. Health Officer Sepers, so we're noting that the reason for adding this additional second use vehicle is the growth in TB cases? I'm terrified to ask, do we see this as an ongoing need to have the two vehicles available?

Health Officer Charles Sepers 08:59

Just as a clarification, this is one vehicle so—

Alderson Denise Fenton (District 6) 09:03

Apologies.

Health Officer Charles Sepers 09:04

Yeah, we're a little out of cycle. So, I apologize for the confusion. This isn't that—the mileage piece is actually what the intended cost source would be for this vehicle. And this is after the 2023 budget has actually begun. So okay, out of sequence. So, it's a little confusing.

Alderson Denise Fenton (District 6) 09:28

Apologies to all for misunderstanding that and thank you for the clarification. Any other questions, comments? All right. We have a motion in a second. So, hearing no comments or questions, we'll go ahead and vote. All those in favor please signify by saying aye. Aye. That passes three zero.

Alderson Denise Fenton (District 6) 09:51

Okay, are we—the next action item number 23-0268 request to keep tractor number 593 as a spare in the stormwater fleet when it's replaced in 2024. Can we get a motion to get that on the floor?

Director Danielle Block (Department Of Public Works) 10:08

So moved.

Deputy Director Katie Demeny (Finance) 10:09

Second.

Alderson Denise Fenton (District 6) 10:10

Okay, we have a motion and a second who will speak to us on this item? Okay, good.

Deputy Director of Operations Nathan Loper (Public Works) 10:15

I can start.

Alderson Denise Fenton (District 6) 10:16

Thank you.

Deputy Director of Operations Nathan Loper (Public Works) 10:17

So, kind of a unique set of circumstances here. Our stormwater division over the years has really evolved. It started with no equipment. So, we've had to beg, borrow and steal a lot of times from Parks staff and other areas. We've come a long way. We're doing much better now as far as having that the equipment we need. This is one piece that is super valuable to stormwater. So, when CEA met with the parks staff to talk about replacing this tractor, which they're going to do, it'll be slightly different than the way it's—than the tractor that they have now, currently. It'll better meet their needs. But most importantly, what we're asking for here is to keep the old one as opposed to selling it. That we'd keep it in the stormwater fleet, be available for stormwater folks

to use for the projects that they need it for, but yet still available for park staff then to borrow from us for a change if and when they need it.

Alderson Denise Fenton (District 6) 11:16

Okay. All right. Thank you. Nothing to add?

Grounds Manager Greg Hoekstra 11:19

No, nothing to add.

Alderson Denise Fenton (District 6) 11:20

All right. Thank you. All right. So, we have a motion and a second. Hearing no further discussion, we'll go ahead and vote. All those in favor, please signify by saying aye. Aye. That passes three zero.

Alderson Denise Fenton (District 6) 11:34

All right. Moving to item 23-0269 approve 2023 CEA seasonal vehicle requests. Can we get a motion?

Director Danielle Block (Department Of Public Works) 11:47

So moved.

Deputy Director Katie Demeny (Finance) 11:48

Second.

Alderson Denise Fenton (District 6) 11:48

All right, we have a motion and a second. Who will speak? Okay, go ahead.

Deputy Director of Operations Nathan Loper (Public Works) 11:53

Let me just do my first job here getting everything clicked. And then I'll do my second part with

Alderson Denise Fenton (District 6) 11:57

the

Alderson Denise Fenton (District 6) 11:58

We have the man of many duties.

Deputy Director of Operations Nathan Loper (Public Works) 11:59

Yes. So, this is our standard request that we bring through every year, this time of the year. We—CEA works to find vehicles that have a little life in them yet and works with all the other city departments to find out who needs what for summer months or for special events and that kind of thing. So, this is a pretty standard list. I think the number of vehicles is probably pretty close, if not identical, to what we've brought through in the past. But we just like to make sure that everybody knows what's going on here with some of these seasonal second use vehicles.

Alderson Denise Fenton (District 6) 12:38

And we did get a motion, right?

Director Danielle Block (Department Of Public Works) 12:41

We got a motion.

Alderson Denise Fenton (District 6) 12:41

Okay. Any other comments or questions? Alder Hartzheim? If I can find it. There we go.

Alderson Sheri Hartzheim (District 13) 12:52

Thank you, Chair. My curiosity is just on the last item. What is seasonal about the mayor's office need for a general transportation vehicle? I don't think he does more in the summer than in the winter.

Deputy Director of Operations Nathan Loper (Public Works) 13:11

Yeah, so I'm just reading this. So, unfortunately, the fleet manager—I told him "I got it; I should be able to cover." It's the question I didn't ask him. I'm thinking because there aren't any months listed here, it's more of a kind of like what we have at City Hall for our fifth floor; they share a car as needed. So, I have a feeling this is similar to that in that it's parked here in the ramp and between the mayor's office, attorney's office, they have a car available if and when they need one.

Alderson Sheri Hartzheim (District 13) 13:41

So, it doesn't necessarily follow like the rest of them follow a seasonal which is very understandable for summer use, that sort of thing.

Deputy Director of Operations Nathan Loper (Public Works) 13:49

Yeah, there's a couple on here like traffic, for instance. It's mostly in the summer. But they do use that weekends in the fall for special events, setting up signs for Oktoberfest, things of that nature. So instead of trying to identify months—if we put the months on here, it really be 12 months a year, but they might only use it eight times in the year. This is probably similar for the mayor's office.

Alderson Sheri Hartzheim (District 13) 14:13

That makes sense. Thank you very much.

Alderson Denise Fenton (District 6) 14:17

Any other questions, comments? Okay, hearing none, we'll go ahead and vote. All those in favor please signify by saying aye. Okay, aye. And that passes three nothing.

Alderson Denise Fenton (District 6) 14:32

So, in the information items we have the first is 23-0270 the 2023 equipment purchase log. Any particular comments to make there.

Deputy Director of Operations Nathan Loper (Public Works) 14:44

I'll just point out that probably not a surprise to anybody, the theme over the last couple of years and is holding true this year, prices are higher. Their higher than what we anticipate most times, and it takes longer to get the equipment after we order it. So just some big challenges that CEA has been facing. In 2022, we had a similar start to the year, but we ended up coming in just under budget overall, for the equipment purchases. Hoping that we can stay the same this time next year for 2023. But inflation is—it's tough.

Deputy Director of Operations Nathan Loper (Public Works) 15:15

And the other challenge here as we haven't received a lot of the 2022 vehicles yet, so we really don't know what the actual cost from 2022 would have been for a vehicle. But yet, we're trying to predict what to pay in 2023. And really, the last number we can go off of is what we paid in 2021.

Deputy Director of Operations Nathan Loper (Public Works) 15:33

To compound that here in a few months, we're gonna be putting the budget together for 2024. And we're still going back a couple of years. So, credit to the CEA manager for coming in at budget—slightly under budget, but not being—you know for being conservative, but yet coming in, or having enough money available to make all these purchases.

Aldersperson Denise Fenton (District 6) 15:59

With that being said, what would you gauge your confidence level at being able to get the equipment that's required this year for the budget that we have?

Deputy Director of Operations Nathan Loper (Public Works) 16:16

Yeah, it's not looking great. So, we're still trying to get the 2022 equipment in, kind of like the fire example earlier. We ordered it in 2021; we're hoping it shows up here in 2023. It should. But it's—everything's about two years out.

Deputy Director of Operations Nathan Loper (Public Works) 16:30

So, we ordered pretty much all the equipment right after budget adoption last November. And it's looking like some of the units will be here yet this year, but the carryover list will probably be pretty long again for the equipment going into next year.

Aldersperson Denise Fenton (District 6) 16:46

Thank you.

Deputy Director of Operations Nathan Loper (Public Works) 16:47

You know we're being told by even Ford, for instance, we ordered six pickup trucks last year and kind of at the 11th hour, we were told, "Well, we can give you one." So, it's just strange things happening, and we're doing the best we can with all that.

Aldersperson Denise Fenton (District 6) 17:04

Thank you. I mean, obviously, we hear that in every committee. So, we appreciate what you're going through.

Aldersperson Denise Fenton (District 6) 17:11

So, moving on to our other information item 23-0271 the proposed 2024 equipment replacements. Any notes to give us there other than what we've already talked about?

Deputy Director of Operations Nathan Loper (Public Works) 17:23

Yeah, just might be a good segue for where I left off. So, we're still holding 24 units, which is something we always like to celebrate equipment lasting longer than anticipated. So, you know, just like at home, if you pay off your car, and you get to drive it for a few more years. That's that that's a win.

Deputy Director of Operations Nathan Loper (Public Works) 17:41

Now, we've, we've learned a few things here over the last few years with these delays on delivery, and we're factoring some of that in. So, in the past where we may have said, "Yeah, we could probably hold this pickup truck for another year. And let's, let's put it on replacement for 2025 instead of 2024." Well, now when we're having those conversations, we're asking the customer and their team, "Can you go two years, three years without this unit?" Because even if we order it late in 23 it may not show up until 25 anyways. So, we're holding fewer vehicles than we have in the past. But like I said, we're still proud of the fact that we still are able to hold two dozen of them going into next year.

Alderson Denise Fenton (District 6) 18:21

Thank you. If there are no other items, we will move to item seven.

Director Danielle Block (Department Of Public Works) 18:29

So move.

Alderson Denise Fenton (District 6) 18:30

So, we have a motion to adjourn. Do we have a second?

Deputy Director Katie Demeny (Finance) 18:33

Second.

Alderson Denise Fenton (District 6) 18:34

Okay, all those in favor, please signify by saying aye. Aye. We are adjourned. Thank you all very much. Thanks for scrambling with us.